

BARMING PARISH COUNCIL

MINUTES OF THE MEETING

HELD ON WEDNESDAY 14th DECEMBER 2016

AT THE PARISH HALL, TONBRIDGE ROAD

PRESENT: Cllr Doe in Chair, Cllr Manser, Cllr Vizzard, Cllr Hyndman and Clerk Mrs N Attwood.

IN ATTENDANCE: No members of the public were present

1. **APOLOGIES:** Cllr Gooch

2. **NOTIFICATION TO BE RECEIVED FOR INTENT TO FILM, PHOTOGRAPH OR RECORD ANY ITEMS.**
No intent declared

3. **COUNCILLOR DECLARATIONS**
Cllr Manser declared a pecuniary interest in agenda item 8.3 (cheques to be signed)

4. **MINUTES of the Meeting held on 9th November 2016**
The minutes were Agreed as an accurate record and the Chairman signed off the official copies.

5. **POLICE MATTERS**
No PCSO's were present although the clerk had received an email listing recent crimes within the area which included: theft of a motor vehicle in Beverley Road, theft from a shed in Wesley Close, theft from a dwelling in Abingdon Road, criminal damage at a house in South Street, theft by finding in North Street and three reported crimes in commercial premises on the Tonbridge Road. Residents are reminded to secure their properties and vehicles appropriately and to keep valuables out of sight.

6. RESOURCES AND ENVIRONMENT MATTERS

6.1 Resignation of Cllr Greenwood

Due to work commitments Martin Greenwood has had to resign from the parish council; he would not be able to attend the next 6-8 meetings but does intend to re-join BPC once his work has calmed down if a position is available. Cllr Hyndman nominated Cllr Manser as the new Vice-Chairman which was seconded by Cllr Vizzard.

6.2 Pavilion: New Kitchen

Members ratified the revised quote and Cllr Manser confirmed that the units had been ordered and the work will commence on the first week of the New Year. Cllr Manser will be going to the pavilion to empty the kitchen prior to the refit and will also return on the Sunday after the work is completed to re fill the cupboards. The Clerk will inform the cleaners of the days that they will not be required to attend the pavilion.

ACTION: Cllr Manser, Clerk

6.3 NALC Dependant Carer Survey

Members completed the survey and the Clerk will now submit on behalf of BPC.

ACTION: Clerk

6.4 Community Awards Scheme

The worthy recipient was voted for unanimously; the Clerk will inform KALC of the decision.

ACTION: Clerk

6.5 Draft Budget 2017/18

The Clerk went through each line of the draft budget with members. There will not be an increase in the rent for hiring the pavilion or parish hall and the rent for the allotment holders will also be kept the same as last year. It had previously been agreed that the fees for Barming Youth Football Club would remain the same for the coming year and members agreed to an increase of £25 for the 2018/19 budget. All were in favour for the Clerk to circulate any changes in preparation for the final budget to be agreed at the January meeting.

ACTION: Clerk

6.6 Grounds Maintenance 2017

Cllr Manser proposed to accept the increase in charges of £21.56 which was seconded by Cllr Vizzard, with all in favour.

6.7 Kent Community Rail Partnership: Grant to Medway Valley Line

Cllr Doe proposed that BPC should match last year's contribution of £75.00 which was seconded by Cllr Vizzard. Cllr Hyndman nominated Cllr Vizzard as the new Medway Valley Line representative for BPC. This was seconded by Cllr Doe with all in favour; the Clerk will inform them of the change.

ACTION: Clerk

7 PLANNING.

7.1 Planning applications received prior to the meeting

No other applications received.

8 FINANCE

8.1 Budget Monitoring

The Clerk circulated the monitoring sheet to all members prior to the meeting.

8.2 Income received

The following payments received since the last meeting were noted:

Parish Hall Rent	£ 726.25
Pavilion Rent	£ 453.50
Deposit	£ 50.00

Confirmation of payments made

The following payments were agreed

DD - South East Water – Pavilion	£ 35.00
DD - South East Water – Allotments	£ 30.00
DD - South East Water – Parish Hall	£ 11.00
DD – EDF Electric Pavilion	£ 46.00
DD – EDF Electric Parish Hall	£ 64.00
DD – Data Protection Renewal	£ 35.00
DD – PWLB Payment	£863.20

8.3 Cheques for signature

All Councillors were in favour "that the Council approve the following payments". This was Agreed and the following cheques were signed.

2864 – Mrs N Attwood – salary & office allowance	£ 1025.10
2865 – Mrs E Whitehouse – gate duties	£ 60.00
2866 – Dusters – Cleaning Services	£ 168.00
2867 – Nigel Gibson – Parish Hall Maintenance	£ 80.00
2868 – Post Office – HMRC Payment	£ 505.25
2869 – Mrs F Gooch – expenses	£ 18.59
2870 – S Manser – expenses	£ 47.12
2871 – John Sedge – cistern hand and light fix @pavilion	£ 70.00
2872 – N Attwood – expenses	£ 27.80
2873 – Mrs N Attwood – salary & office allowance ***Post-dated 11/01/17	£ 1025.30
2874 – Mrs E Whitehouse – gate duties ***Post-dated 11/01/17	£ 60.00
2875 – Mr G Lawrence – replacement manhole cover @ parish field	£ 103.00

9 MATTERS OF REPORT

9.1 County Councillor's Report

County Councillor Stockell was not present.

9.2 Borough Councillors/Chairman's Report

Cllr Gooch was not present.

9.3 Individual Councillors Report

Cllr Manser reported that the BPC owned information board by the river has been ripped out, the map is missing and the remains have been thrown in the mud by the contractors; the Clerk will contact Colin Finch regarding the matter.

ACTION: Clerk

Cllr Manser reported that one of the hirers had not made a payment since July so they now have several invoices outstanding; the Clerk will contact the group for payment. **ACTION: Clerk**

Cllr Doe informed members that a local resident has had his dog stolen from his back garden and would like to remind all residents about distraction techniques that people use to commit these crimes.

9.4 Clerk's Reports

The rota for duties over the Christmas period was agreed; the Clerk will send round an email to remind members. Southern Water have sent a letter asking if we would like the waste water put as a direct debit for both the parish hall and pavilion, the Clerk believes this would be a sensible idea as we can then monitor any increases on a monthly basis; this item will be added to the next agenda for members to discuss.

10 CORRESPONDENCE

LCR – Winter 2016
CONNECTED – Winter 2016
CPRE – Field Work Winter 2016
COUNTRYSIDE VOICE – Winter 2016
ARBOR – Winter 2016

11 DATE OF NEXT MEETING

The Full Meeting of the Council will be held on **Wednesday 11th January 2017 at 7.30pm** in the Parish Hall, Tonbridge Road.

With nothing further to be discussed, the meeting was closed at 8.20pm.